



DEPARTMENT OF ADMINISTRATIVE SERVICES

Milwaukee County

September 30, 2021

Dear Milwaukee County Contractors,

As you may have heard, Milwaukee County joined the Federal government, the City of Milwaukee, many local and national healthcare organizations and countless businesses in requiring COVID-19 vaccines for its employees. As a valued contractor and partner in Milwaukee County's high risk and / or congregate living facilities, we are reaching out to discuss how this mandate impacts you.

As outlined in the administrative order, beginning October 11, 2021, all contractors working in any of the County's high risk or congregate living facilities (Milwaukee County Jail, the House of Correction (HOC), the Division of Youth and Family Service (DYFS) Detention Center, and certain facilities operated by the Behavioral Health Division (BHD), including the BHD inpatient hospital, will be required to have a completed COVID-19 vaccination.

After October 11, 2021, unvaccinated contracted personnel will not be permitted to work on-site at county-operated High Risk or Congregate Living Facilities. This vaccine requirement applies to all applicable contracted staff in these facilities, regardless of current or previous COVID-19 infection status. Requirements for contractors outside of these facilities will be determined and communicated by individual departments.

We are grateful for your partnership and ask for your cooperation in ensuring any individual assigned to work at one of these high risk or congregate living facilities has completed their COVID-19 vaccination. Milwaukee County is collecting two forms of vaccination proof for its employees, as outlined in the administrative order. Our expectation is that you will employ the same level of verification for your employees and make necessary staff assignments to ensure only vaccinated employees are assigned to Milwaukee County contracts for these high-risk facilities.

Wisconsin counties are experiencing high rates of transmission of COVID-19. Increasing rates of vaccination in all eligible populations protects the most vulnerable individuals in our community, will help stop the spread of COVID-19, lessen the severity of illness and the risk of hospitalization and death, and protect all we serve at Milwaukee County - especially those who receive services in high risk / congregate living facilities. We thank you for your attention to this policy and look forward to our continued partnership.

Please find some FAQs below. If you have additional questions, please email amy.keltner@milwaukeecountywi.gov.

Thank you for your cooperation.

Amy Keltner
Director, Architecture, Engineering, & Environmental Systems
Milwaukee County Facilities Management Division

Cc: S. Carron



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Vaccine Mandate FAQ High Risk / Congregate Living Facilities

How does Milwaukee County's COVID-19 Vaccine Mandate impact contracted employees?

All contractors working in County high risk or congregate living facilities must have completed their COVID-19 vaccination by no later than October 11, 2021. Additionally, departments may require vaccinations for their contractors at the discretion of the department head or designee(s) and should take the risk profile of service users, staffing levels, the necessity of the service being open for in-person use, and other operational needs into consideration when determining broader vaccine mandates for their contractors.

What is considered a "completed vaccination?" Does it include boosters?

A contractor will be considered to have completed vaccination if they have completed either the two-dose series of the Pfizer or Moderna vaccine or the single dose of the Johnson & Johnson vaccine. At this time, a completed vaccination does not include a booster vaccination or the 2-week period following the vaccine series.

How are contractor vaccinations being tracked and recorded?

Each contracting organization is responsible for ensuring any of its staff assigned to work at any of the County's high risk or congregate living facilities, or other location where the managing department is requiring vaccines for its contractors, have completed their COVID-19 vaccination. Contractors are strongly encouraged to model Milwaukee County's procedures for vaccine verification for its employees, which requires two forms of proof of vaccination, [as outlined in the administrative order](#).

What is the penalty for any contracted staff who do not comply with the vaccine mandate?

After October 11, 2021, unvaccinated employees will not be allowed onsite to any of the County's high risk or congregate living facilities (Milwaukee County Jail, the House of Correction (HOC), the Division of Youth and Family Service (DYFS) Detention Center, and certain facilities operated by the Behavioral Health Division (BHD), including the BHD inpatient hospital. Contractors may also not be allowed onsite at locations where the managing department is requiring vaccines for its contractors in alignment with the compliance date set by the department, which may differ from the October 11, 2021, deadline for high-risk facilities.

Are there exemptions for contractors?

Milwaukee County will not grant exemptions / accommodations for unvaccinated contracted employees working in high-risk settings. If a contractor wishes to provide exemptions to its employees, that is at their discretion, but those unvaccinated employees will not be granted access to the County's high risk or congregate living facilities.

Are contractors eligible for any of Milwaukee County's vaccine incentive programs?

No. Milwaukee County's various incentive programs are only for Milwaukee County employees.